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Contracts
Correspondence

FEB 5 1953

The Honorable Jess Larson
Administrator, General Services
Administration
Washington 25, D. C.

Dear Mr. Larson:

This Office has been requested to reply to your letter of 12 December 1952, addressed to the Director of Central Intelligence, to which were attached copies of a proposed Standard Order-Invoice-Voucher Form, a Continuation Sheet Form, related procedures, and relevant instructions for use of the Form for inclusion in Title 1, Personal Property Management, Regulations of the General Services Administration.

The Central Intelligence Agency concurs in the format and use of the Form and the related procedures. When the Form has been approved by the General Services Administration, this Agency will put it into use as soon as internal administrative instructions and procedures are developed and issued to all interested offices.

Sincerely yours,

SIGNED

Walter Reid Wolf
Deputy Director

TAS/AIB:kd (29 Jan 53)
Rewritten FWG:gk (30 Jan 53)
SA/IDA:RSW:jeb (3 Feb 53)

cc: DD/A
C/F&SO
OGC ✓
Comptroller (3) (w/incoming)